

## Your Local Health Jurisdiction



...can help you understand and implement VFC Status Screening. Local health jurisdictions will provide assistance with training of office staff, assessing screening and recording methods, and providing helpful reference materials to support your office's success with all immunization and vaccine related needs.

Local health jurisdictions provide support and training, information, outreach, and education for:

- Participating in the childhood vaccine program.
- Changes in vaccine distribution.
- Ordering vaccine.
- Immunization promotion.
- Influenza planning.
- The latest vaccine information.
- Participating in the state CHILD Profile Immunization Registry.

## VACCINE

### Protecting it Protects Them

The vaccine in your refrigerator or freezer is your most valuable asset in protecting Washington children from vaccine preventable diseases. Non-viable vaccine will not protect a child from a vaccine preventable disease.

### Critical tools for vaccine viability and ensuring protection against vaccine preventable diseases:

- Proper vaccine storage and handling equipment
- Well trained staff with designated back-ups
- Proper planning.

## Tips for Protecting Your Vaccine

**Refrigerators:** Temperatures should be maintained at 35–46° Fahrenheit (F). Set the refrigerator control at approximately 40°F (5°C) for the best safety margin. Do not use dormitory style refrigerators.

**Freezers:** Temperatures should be maintained at or below 5°F. Set the freezer control at approximately 0°F for the best safety margin.

**Thermometers:** Invest in primary and backup certified thermometers for each unit and/or compartment.

**Staffing:** Fully trained primary and back-up staff are the best insurance against unnecessary vaccine losses. Make sure there is always someone in the office who is knowledgeable about proper storage and handling procedures and able to play the vital role of ensuring vaccine viability.

**Emergency Back-up Procedures:** Have an emergency back-up plan to ensure vaccine is protected in the event there is a failure of the storage unit. Post the plan on the unit and train staff to implement the plan.

## A PROVIDER'S GUIDE: VACCINES FOR CHILDREN (VFC) STATUS SCREENING

## QUALITY EQUIPMENT



**\$1,200.00** = Less than 5 doses each of commonly ordered vaccines  
(DTaP, HepA, IPV, MMR, PCV7, Tdap)

~OR~

**\$1,200.00** = One laboratory quality compact refrigerator, 5.5 cu. ft. (23"W x 23"D x 34"H)

**\$259.00** = 12 doses DTaP or 6 doses MMR

~OR~

**\$259.00** = One certified chart recorder thermometer



*Preserving the childhood vaccine program  
and promoting provider stability.*



## What is Vaccines for Children (VFC) Status Screening?

VFC Status Screening consists of asking and documenting at every immunization visit:

### The child's insurance status: Whether or not a child is

- Enrolled in Medicaid
- Uninsured
- Underinsured
- Insured through a private health plan

### The child's demographics related to the VFC Program:

- American Indian or Alaska Native

## How Do Providers Benefit?

- Providers may bill health plans the maximum allowable vaccine administration fee for privately insured children.
- Replaces benchmarking.
- Federal contribution to the childhood vaccine program will be preserved.
- Providers will continue to receive childhood vaccines at no cost.

## Administration Fee Billing:

- Private health plans: bill the maximum allowable administration fee.
- Medicaid enrolled: bill the allowable Medicaid rate.
- Underinsured, uninsured, American Indian and Alaska Native: bill the CMS cap.

*Ask the child's parent or guardian about the child's VFC Status at every visit. Record the information in the child's chart.*



## Options for Capturing VFC Status

<b>Paper Forms</b>	<ul style="list-style-type: none"><li>♦ Intake Form</li><li>♦ Medical History Form</li><li>♦ Vaccine Administration Record</li><li>♦ Dept. of Health Screening Form</li></ul>
<b>Electronic Record</b>	<ul style="list-style-type: none"><li>♦ CHILD Profile Immunization Registry</li><li>♦ Billing system</li><li>♦ Electronic Medical Record</li></ul>

## Steps to Successful Screening

<b>Choose</b>	The option that fits best with your practice
<b>Ask</b>	LHJ to review and approve your choice
<b>Begin</b>	Begin screening each child at every immunization visit.
<b>Record</b>	Record and retain the information in the child's chart.



## Keys to successful VFC screening:

### Prepare your practice:

- Decide on a screening method.
- Train staff to complete the screening and record the child's VFC status in their chart.
- Ask your LHJ for help if you need it.

## Process for Screening

### At check in or in the exam room:

- Ask the parent or guardian the VFC screening questions, or
- Have the parent or guardian fill out a form that includes VFC status information.

**Providers do not have to verify this information.**

### Record VFC status in the patient's file:

- Place the paper document in the file.
- Save the status screening data in CHILD Profile Immunization Registry.
- Save the VFC status screening data in the electronic billing or medical record system.

### Update:

- If the patient's VFC status changes.

### Retain the record for 6 years or:

- According to the record retention policy of your organization, whichever is longer.

## Provider Monitoring

- 10 charts will be reviewed as part of routine site visits from your LHJ.
- You will be asked to show the LHJ how you screen and document VFC Status.
- One time per year, you will be surveyed by the Department of Health and asked to estimate the number of children in each VFC status category in your practice. This is known as a practice or provider profile.